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CONFIDENTIAL

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Advisor for Management

DATE: 24 July 1951

FROM : Chief, Classification & Wage Division

SUBJECT: Request for T/O Revision

Reference is made to the Procurement Office table of organization, dated 1 June 1951. Based on the results of a recent classification review the following changes are recommended:

1. Procurement Office
   Control Group
   Add: Property & Supply Supervisor GS-7
   Delete: Control Clerk GS-7 (Slot 7)
   Add: 2 Property & Supply Clerk GS-5
   Delete: 2 Control Clerk GS-5 (Slots 187 & [redacted]8)

2. Supply Division
   Office of the Chief
   Add: General Supply Officer GS-13
   Delete: Property & Supply Officer GS-13 (Slot 40)
   Add: General Supply Officer GS-12
   Delete: Property & Supply Officer GS-12 (Slot 41)

3. Supply Division
   Property Control Branch
   Automotive Property Section
   Add: Property and Stock Control Clerk GS-5
   Delete: Clerk GS-5 (Slot 127)

4. Supply Division
   Property Control Branch
   [redacted]
   Add: Property & Supply Supervisor GS-7
   Delete: Property & Supply Officer GS-7 (Slot 163)

5. Supply Division
   Departmental Warehouse Branch
   Warehouse Section
   Add: 2 Fork Lift Truck Operator UG-6
   Delete: 2 Hoisting Machine Operator CPC-4 (Slots 7901 & 7902)
   Add: Labor Foreman UG-9
   Labor Leader UG-6
   Labor Leader UG-6
   Laborer (Incinerator Operator) UG-3
   [redacted]aborer (Heavy Mover) UG-3
   Laborer UG-2
   Delete: [redacted] Stores Laborers CPC-3-6 [redacted]

25X1

JOB NO. ___ BOX NO. ___ FID NO. ___ DOC. NO. 13 NO CHANGE
IN CLASS X DECLASS CLASS CHANGED TO: TS S C NET. JUST
NEXT REV DATE 11/51 DATE REVIEWED ___ OPI DOC. 32
NO. PGS 2 CREATION DATE ___ ORIG COMP 32 OPI 32 ORIG CLASS C
REV CLASS C REV COORD. ___ AUTH: HR 70-3

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6. Supply Division
Operational Warehouse Branch

[redacted] 25X1

Add: Property & Supply Officer GS-7
Delete: Project Control Officer GS-7 (Slot 84)

7. Supply Division
Operational Warehouse Branch
Warehouse Section
Add: Labor Foreman UG-9
Delete: Laborer Foreman CPC-6 (Slot 101)
25X1 Add: [redacted] Laborer UG-2
Delete: [redacted] Stores Laborer CPC-3-4 (Slots [redacted] 25X1

[redacted] 25X1

25X1

CONCURRENCE:

[redacted]

Chief, Procurement Office

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